



Iowa Department of Public Health **Promoting and Protecting the Health of Iowans**

Division of Tobacco Use Prevention and Control (TUPAC)

Samples of Tobacco-Free Business Policy

American Cancer Society, 2012

Because we recognize the hazards caused by exposure to environmental tobacco smoke, it shall be the policy of _____ to provide a smoke-free/tobacco-free environment for all employees and visitors. This policy covers the smoking of any tobacco product and the use of oral tobacco products or "spit" tobacco, new dissolvable tobacco, and it applies to both employees and non-employee visitors of _____. This policy applies at all times.

Tennessee Tobacco Prevention Program- Tobacco-Free/Smoke-free Worksite policy

DATE: [DATE]

Effective [DATE], [COMPANY] will implement a campus-wide tobacco-free policy for all employees and visitors in order to provide a healthy, productive and safe environment for all. This policy will apply to:

- All [COMPANY] employees on all shifts;
- Customers, vendors, clients and all other visitors; and
- Members of committee, including the Board of Directors.

Smoking/tobacco use is prohibited on all [COMPANY] owned and/or leased locations/premises; all internal and external areas, parking garages and parking lots; all entrances and exits; and all company owned and/or leased vehicles. In addition, use of all tobacco products, including smokeless/chewing tobacco, _____ will be prohibited. All company sponsored events – both on our premises and at external locations, where appropriate – will be tobacco-free. Compliance with these guidelines will be strictly enforced and policy violations will be subject to the standard disciplinary actions of the company. [Company HR will enforce and monitor]



Rural Agricultural based company—Barker's Implement Tobacco-free Policy:

To promote a healthy work environment and healthier employees, Barker Implement will become Tobacco Free (Buildings, Company Vehicles and All Farm Equipment) for all locations effective January 1st, 2011).

Effective January 1, 2012, Barker Implement locations will become Tobacco Free Campuses. At that time, all Barker Implement grounds, parking lots, ramps, sidewalks or any property owned by the company across the street from any of our locations will become prohibited from the use of any tobacco product. At this time, use of work time to utilize tobacco products off site will not be permitted.

Workplace environments that allow tobacco use result in higher absenteeism, lower productivity, increased cleaning/maintenance costs and increased health insurance rates and increased liability claims for diseases related to exposure to secondhand smoke. Tobacco usage is the number one preventable cause of death and disease in our country. It is a risk factor for over 25 diseases including being responsible for one third of U.S. cancers, one quarter of all heart diseases and responsible for approximately 490,000 premature deaths annually. (2007 Institute of Medicine).

In 2011, Barker Implement buildings, company vehicles and all farm equipment (whether owned by Barkers or our customers) will become tobacco free of any type of tobacco product (Tobacco is defined as but not limited to cigarettes, cigars, spit and smokeless tobacco, chew, snuff, snus, hookah-smoked products, bidis, kreteks and cigarillos.) It is preferred that non-tobacco chew not be utilized on-site due to professional image. If you feel the need to use this type of product, it would be advised you discuss this proactively with your supervisor.

When utilizing tobacco products on company property (outside of buildings) during the year 2011, employees are required to use the receptacles provided for

cigarette butts and dispose of any tobacco chew/spit etc in a discrete, cleanly manner. Throwing butts on the grounds or spitting tobacco on company grounds is not permitted.

Utilizing tobacco or improper disposal of tobacco products in any Barker locations will be considered a serious offense. The first time tobacco is noted being used inappropriately will result in a verbal warning and a meeting with your supervisor and/or other management. The second offense will incur a written warning as well as documentation write up that will become part of your personnel file. The third offense can result in serious consequences or dismissal.

Barker's Wellness Coordinator can assist as well as provide information to any employee or employee family member who wishes to become tobacco free. Up to eight confidential, weekly masters level telephonic based tobacco cessation programs are available to any employee participating in Barker's Wellness Program Biometric Screens through Interactive Health Solutions. To access these services, employees can call 1-800-840-6100 to enroll in a Health Focus Course. QUITLINE IOWA – 1-800-784-8669 (1-800-QUIT-NOW) is another free service available to employees. This research based online telephone service is available seven days a week with expert coaches available to assist

